

TERMS OF REFERENCE

Project	:	Pest Control Services
Location	:	Philippine Guarantee Corporation
Address	:	335 Jade Building Sen. Gil J. Puyat Avenue, Makati City and 17th floor Citibank Tower Valero St., Salcedo Village, Makati City

I. Scope of Work and Methods of Treatment:

a. General Pest Abatement Maintenance Program

- Spraying of specifically formulated pesticides against all diseases-transmitting and destructive flying and crawling insects
- Spraying insecticidal solution on harborages and breeding places at cockroaches, drainages, cracks and crevices and hidden surfaces to control general infestation.

b. Misting Method

- Spraying of specifically formulated pesticides using electro mist dispenser.

c. Gel Baiting for Cockroaches and Ants

- Use of non-toxic, no odor gel to cracks and crevices for crawling insects.

d. Rodent Abatement Maintenance Program

- Service covers the control of all species of rodents by the use of slow or fast acting rodenticides (chemical) and/or by the installation of effectively proven devices (mechanical) or by the combination of both.

e. Other Services

- The contractor shall conduct after service inspection to determine the result of the treatment.
- The contractor shall advise Client quarterly, or as the need arises on how to control pest infestation which includes the following:
 1. Sanitation deficiency that can be improved.
 2. Entry points of pests that could be sealed.
 3. Improper storage practices.

II. Frequency of Services and Chemicals to be used

1. The Service Provider shall warrant that only chemicals duly approved by the Fertilizer and Pesticide Authority (FPA) and/or other government agencies regulating the use and licensing of chemical will be used. In case of change in the approved chemicals initially submitted, the Service Provider shall inform the Philippine Guarantee Corporation (Philguarantee) in writing, of such change.
2. The Service Provider must be licensed and recognized by FPA.
3. Four (4) times a month. Services should be rendered during Saturday or Sunday.

III. Other Terms and Conditions

1. The Service Provider shall warrant that all materials, labor, and equipment necessary for the execution of the work effectively terminate any and all pests, insects and rodents without the visible presence and disturbing odor of smoke and fumes. Should Philguarantee find the services to be ineffective as evidenced by the continuous presence of rodents, and crawling and flying insects, Philguarantee reserves the right to terminate the contract. In such case, Philguarantee shall not be obliged to pay the Service provider for services rendered.
2. The Service Provider shall assign service technicians who are honest, skilled, well-trained and certified applicators to ensure proper application and treatment. All personnel assigned must wear the company uniforms, identification cards and appropriate Personal Protective Equipment (PPE) and clothing while performing pest control services.
3. The Service Provider shall submit a weekly service treatment report to Philguarantee Facilities and General Services Department (Philguarantee FGSD) indicating therein, the areas that were treated and monitored duly confirmed/acknowledged by the Philguarantee FGSD representative present during the treatment.
4. The Service Provider shall assign a Roving Technician, who shall visit the Philguarantee premises two (2) days after each treatment and shall submit an After Service Treatment Report to the Philguarantee FGSD.
5. In case the Client transfers to a new office and the service of the Service Provider is no longer needed, the Contract shall be deemed terminated upon receipt of Notice of Termination or services may be applied to new office whichever is applicable.

IV. Approved Budget for the Contract

Eighteen Thousand Pesos (₱ 18,000.00) per month or Two Hundred Sixteen Thousand Pesos Only (₱ 216,000.00) for a period of one (1) year, chargeable against the Corporate Operating Budget CY 2020.